

**CITY OF CALISTOGA  
PLANNING COMMISSION  
REGULAR MEETING MINUTE EXCERPT**

**Wednesday, March 10, 2010  
5:30 PM  
Calistoga Community Center  
1307 Washington St., Calistoga, CA**

**Chairman Jeff Manfredi  
Vice- Chairman Clayton Creager  
Commissioner Paul Coates  
Commissioner Nicholas Kite  
Commissioner Matthew Moye**

**“California Courts have consistently upheld that development is a privilege, not a right.”**

Among the most cited cases for this proposition are Associated Home Builders, Inc. v. City of Walnut Creek, 4 Cal.3d633 (1971) (no right to subdivide), and Trent Meredith, Inc. v. City of Oxnard, 114 Cal. App. 3d 317 (1981) (development is a privilege).

1 **A. ROLL CALL**

2 **Present:** Chairman Jeff Manfredi, Vice-Chairman Clayton Creager,  
3 Commissioners Paul Coates, Nicholas Kite and Matthew Moye. **Staff Present:**  
4 Charlene Gallina, Planning and Building Director, Ken MacNab, Senior Planner,  
5 Erik Lundquist, Associate Planner and Kathleen Guill, Planning Commission  
6 Secretary.

7

8 **I. NEW BUSINESS**

9

10 **1. Urban Design Plan (UDP) Implementation Work Program:** Consideration  
11 of a Work Program, including proposed timelines, for incorporating UDP ideas  
12 and suggestions into the General Plan, Zoning Ordinance and other regulatory  
13 documents, as well as, public initiated improvement projects as identified in the  
14 UDP as adopted on January 19, 2010. This proposed action, recommendation  
15 on a work program to the City Council, is exempt from the California  
16 Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA  
17 Guidelines.

18

19 **Chairman Manfredi** reminded the Planning Commission would be providing  
20 recommendations to City Council and would not be making any decisions on this  
21 matter.

22

23 **Director Gallina** announced staff has finally completed the 2010 Urban Design  
24 Plan (UDP), this UDP is now on the web site and also available for purchase of  
25 CD's at \$10.00 each. We are also currently taking orders for anyone that wants  
26 to purchase a hard copy. Current low estimate for purchase of the UDP is  
27 \$55.00 each, we are still investigating options.

28

29 **Director Gallina** reported upon adoption of the Urban Design Plan (UDP) the  
30 next step for staff was to come back to provide an implementation program.  
31 Director Gallina summarized the Staff Report dated March 10, 2010 reporting the  
32 implementation program sets forth a recommended schedule for incorporating

33 ideas and suggestions into the General Plan (GP), Zoning Ordinance and other  
34 regulator documents. The goal is to identify what can be easily completed by  
35 staff and not require technical studies. She presented a time frame identifying  
36 priority groups as follows:

37 Priority A – includes action steps proposed to be completed FY 2010/2011,  
38 these are items to be completed by City staff, and will not require additional  
39 funding for consultant services or preparation of special studies.

40 Priority B – action steps proposed to be completed within FY 2011/2012 and  
41 FY 2012/2013. It was noted these action steps would also be processed by staff  
42 but may involve the need for consultant services for preparation of special or  
43 technical studies. Additional time would be needed to apply for grants and other  
44 funding sources prior to commencing work. Director Gallina noted that seeking  
45 funding sources could commence within FY 2010/2011.

46 Priority C – to be scheduled for a future fiscal year pending identification of  
47 staffing and/or the need for consultant services for preparation. **Director Gallina**  
48 noted it doesn't preclude the possibility of getting funds from other agencies or  
49 service groups like Rotary to achieve our goals.

50  
51 **Director Gallina** gave an overview of the six action steps recommended for  
52 completion by the end of FY 2010/2011. (Staff Report, page 3 of 4, starting at  
53 line 99). Starting with processing GP and text zoning amendments to start  
54 achieving our goals, looking at the lower Washington area; the Resort District as  
55 Community Commercial; looking at the amount of land uses that would be  
56 allowed; and knowing we want to narrow that focus down. Once development  
57 starts up again we should have our plan in place.

58  
59 Another project already in progress is the feasibility analysis of Silverado Trail  
60 and Petrified Forest, seeking funding from Napa County Transportation.

61  
62 With respect to the Parking Ordinance **Director Gallina** stated this requires an  
63 over-hall of parking regulations. The Urban Design Plan gives some direction  
64 such as shared parking opportunities.

65  
66 **Director Gallina** reported Priority B takes time with studies and money needed  
67 to implement. The City does not have the money to do them right now, but again  
68 we would be happy to entertain opportunities from outside sources.

69  
70 **Director Gallina** pointed out receipt of communication from Doug Cook and  
71 provided to the Commissioners as a Communications and Correspondence item  
72 with regard to the implementation program. In conclusion Director Gallina  
73 advised staff is seeking comments to be forwarded to City Council and asking  
74 them to look at implementation within the scope of the overall staff work program  
75 in the Planning and Building Department. Note some of the projects touch on  
76 other departments for implementation of the program ideas and suggestions.

77

78 **Commissioner Coates** asked how it will affect persons coming in with new  
79 applications since we have not implemented anything. Will the process be  
80 streamlined and not stall people.

81  
82 **Director Gallina** noted some of the ideas and suggestions will not be  
83 implemented until a development proposal comes in. The City will not go forward  
84 ahead of them to change the land use designations, such as the Gliderport.  
85 However this is the direction we will take with the Gliderport Character area and  
86 in the GP, this is our guidance for processing projects. We will work with the  
87 developers and these ideas and suggestions should be incorporated, that is why  
88 those two items are top priority to get them in the GP and Zoning Ordinance. All  
89 changes are policy text, and map related, and all changes will come before the  
90 Planning Commission with proper community notification.

91  
92 **Commissioner Coates** it is good that priorities will be handled at staff level,  
93 because that gives the community a hand in hand opportunity.

94  
95 **Chairman Manfredi** opened the public portion of the discussion at 5:59 PM.

96  
97 **Dieter Deiss**, 3000 Palisades Road stated one thought he had with the A,B,C  
98 categories, was we need to set aside some contingent funding so if we have a  
99 special opportunity to do a feasibility study we would have a little seed money, it  
100 would be like priming a pump. There are so many issues from a competitive  
101 point of view, i.e. improvements to the infrastructure, the UDP could take a year  
102 to implement and we want to keep the pump primed.

103  
104 **George Caloyannidis**, Diamond Mountain Road reported during recent travel he  
105 was amazed with new signs, sidewalks, media strips, etc., funded with stimulus  
106 money. This goes to show they are really looking for projects that are ready to  
107 be funded. Continuing he reported he has been working to shortcut some of the  
108 process and has had discussion with the Mr. Ma, Dean of the School of  
109 Architecture and they are eager to cooperate with us in getting some of the public  
110 projects into the planning concept stage such as a plaza as a graduate project, to  
111 include some outside assistance from the award winning Architect, Boris Roma  
112 of San Francisco. He is scheduled to will meet with them on March 26<sup>th</sup>, and he  
113 would like the Commission to assign persons from the Planning Commission to  
114 meet with him and hopefully come up with some format.

115  
116 **Vice-Chairman Creager** stated he was available March 26, 2010 and would like  
117 to attend.

118  
119 **Michael Quast**, 1300 Washington Street., opened discussion with the following:  
120 • Mr. Quast stated he concurred with Doug Cook, the way finding should be  
121 done as soon as possible.

- 122 • Mr. Quast stressed the importance of correcting the unsafe conditions of the  
123 pedestrians along Foothill.  
124 • Mr. Quast referenced parking, suggesting prior to a full blown parking lot  
125 study, maybe some sort of oil or gravel could be put on the Fair Way area to  
126 make it a preliminary parking lot.  
127 • Mr. Quast drew attention to a missing proposal as a priority or action, the  
128 Cities responsibility for all public areas, sidewalks, benches, etc, noting it  
129 could easily be dove-tailed into what George Caloyannidis is doing. Basic  
130 public spaces are needed i.e. basic features, fountains, benches, art, that  
131 could celebrate our geo-thermal heritage. He noted the fact is we are a spa  
132 town and should feel like a spa town. We need to have something to give us  
133 uniqueness and that should be an "A" priority. If we could at least carry out  
134 the design.  
135

136 **Vice-Chairman Creager** agreed with the way finding. He reminded that Foothill  
137 and Petrified Forest have a lot of throughways for tourist to access that hundreds  
138 of people walk each week  
139

140 **Michael Quast** stated safety is important, the entrance of our town is very dark  
141 at night and looks like a forgotten road, an inviting safe pedestrian area is  
142 needed at least on one side of the street and isn't it possible to fix the drainage.  
143 We need to enhance our town and preserve a look for the future.  
144

145 **Norma Tofanelli**, 1001 Dunaweal Lane provided the following comments:

- 146 • The UDP process took so long because the public did not support the  
147 document, and  
148 • Further discussion was curtailed by the City Council and the public is still not  
149 support of the plan.  
150 • Ms. Tofanelli stated she was in support of Doug Cook, re: item 11, regarding  
151 a Truck Management Plan. She agreed that much of the traffic has been  
152 curtailed, and the truck problem has resolved itself.  
153 • The way finding should be moved up because it helps everyone.  
154 • Ms. Tofanelli cautioned looking at plaza's and promenades when there is  
155 nothing in there about patching pot holes, she identified the potholes from  
156 Grant Street to Myrtle Dale need attention.  
157

158 **Norma Tofanelli** referenced a shocking event of a close friend and third  
159 generation family that was scheduled to have their home and vineyards sold; she  
160 noted we are in a severe downturn and should proceed with caution. Maybe we  
161 should have taken care of the roads, lights, etc. in the good years.  
162

163 **Commissioner Kite** stated we have been at this for three years and with this set  
164 of priorities the community will see nothing. The thing that will fit the bill is the  
165 way finding, it needs to be funded and implemented, not just designed. He  
166 understands the harder things need to be pushed back because some of those

167 things involve Caltrans and we understand they do take along time.  
168 Commissioner Kite concurred with Michael Quast about needing to pay attention  
169 to public realm (streets, sidewalks and public spaces).  
170

171 **Director Gallina** advised City staff were members of the Transportation Advisory  
172 Committee and there are project opportunities that come up. Staff can initiate  
173 those conversations with them. She noted improvement of Highway 29 will  
174 require a Caltrans study, but it doesn't mean discussions regarding dining,  
175 rerouting, etc. have been put away and not thought about.  
176

177 **Director Gallina** suggested way finding might be something the City could work  
178 on with Chamber taking the lead. There is a lot involved and it can be really  
179 difficult. Items like who or what will be identified, the actual construction and  
180 maintenance of the signs, however there are other examples to model after to  
181 save resources, and we can do that.  
182

183 **Commissioner Kite** suggested we be creative and possibly leverage with an  
184 adopted sign program. Specific businesses could adopt a sign and maybe pay  
185 something more to get a higher listing.  
186

187 **Vice-Chairman Creager** stated he was glad to see we are moving forward, but  
188 we do have to be cautious because cost is a factor. Calistoga is good about  
189 living within their means and have done a remarkable job i.e. developing  
190 infrastructure, the wastewater treatment plan and water supply and delivery.  
191 Referencing way finding, he thought ideas could be woven together with the  
192 promenade as a main focus, it fits in a conveyance routing system. Vice-  
193 Chairman Creager further liked the idea by Michael Quast for a temporary  
194 parking lot. It doesn't have to be a complicated structure and it would provide  
195 temporary relief in parking around town.  
196

197 **Commissioner Coates** stated he was not a huge supporter of the Urban Design  
198 Plan because what people love about the community is the way it is today.  
199 However he has no problem with priority A. On his weekly Sunday walk to town  
200 with his wife he has to go down the middle of the street because power poles,  
201 guide wires, etc. are totally unsafe. We really need to focus on every day things,  
202 we need a safe environment – it is critical. Every time we get going we don't  
203 have any money, we need to look for government assistance for connectivity at  
204 the pedestrian element level. We should fix a lot of basic things, but not extend  
205 ourselves with outside consultants.  
206

207 **Commissioner Moyer** agreed with Commissioner Coates, everyone can see all  
208 the potholes. He further noted he does want to see the text/map amendments in  
209 the GP with the changes showing on the same page to make it very clear with no  
210 gray.  
211

212 **Norma Tofanelli** reported a question arose from the public at a recent City  
213 Council meeting regarding item A. reporting the authorization to conduct a study  
214 of Highway 29 and Silverado Trail was already approved. City Manager McCann  
215 said we were winding through the Caltrans process. She asked for clarification  
216 of that. When considering rerouting of Highway 29 she thought we should look at  
217 Cloverdale and ask do you really want to reroute with this economy.

218  
219 **George Caloyannidis** cited the reference to lack of money stating if we had  
220 plans ready for a plaza today we could get money. Stimulus money is waiting to  
221 be spent.

222  
223 **Chairman Manfredi** reminded we are supposed to be "planning" and we should  
224 forget about the money. Our job is planning of a well thought out project and to  
225 provide suggestions regarding Calistoga's planning for the next ten years.

226  
227 **Chairman Manfredi** provided a summary of recommendations:

- 228 • The signage has been brought up many times and consensus is it should be  
229 moved to Priority A.
- 230 • He further recommends City Council form a subcommittee with a  
231 representative from Chamber of Commerce, the Community Resources  
232 Department, and the general public, to work on way finding signage. We  
233 have a wonderful pool, parks, bike path, hiking trails, and people frequently  
234 inquire where the library is, and the post office etc. we should make people  
235 aware of what we have in town.
- 236 • **Chairman Manfredi** would further like to suggest to City Council that we do  
237 want to integrate the people George Caloyannidis knows to get an outsiders  
238 view and different perspective.
- 239 • The entrance of town is awful right now, we should approach Caltrans to  
240 allow the Community Garden team to improve the right-of-way. He couldn't  
241 imagine why Caltrans would not like that.
- 242 • He agreed the parking requirements are very important, it is never going  
243 away and creates real hassles on every project. Everyone understands what  
244 and why they are.
- 245 • Stop economic predictions, provide positive, productive input.

246  
247 **Commissioner Coates** inquired about pedestrian crossing on Foothill.

248  
249 **Chairman Manfredi** responded reporting one problem is that section of road will  
250 soon be torn up with the Diamond Hills/Enchanted Resorts project.

251  
252 **Commissioner Moye** asked if in lieu parking fees can be applied to street repair.

253  
254 **Director Gallina** replied no, however the City does have a budget for resurfacing  
255 and street repairs. There is a ranking list of repairs needed and every year we  
256 try to select and implement one portion and try to go after funding. Director

257 Gallina reported Caltrans will be working on Foothill Boulevard this summer and  
258 improvements on Lincoln Avenue are scheduled for the following summer.

259

260 **Director Gallina** responded to Norma Tofanelli, stating she did not have the  
261 answer to the question regarding Silverado Trail, however she will request that  
262 Dan Takasugi provide a have status report to the Commission and the report will  
263 be placed on the website.

264

265 **Chairman Manfredi** thanked the public for their comments.

266

267 **Director Gallina** recapped recommendations which included support for way  
268 finding to be raised to a priority A and Commission consensus to recommend  
269 working with George Caloyannidis group on a promenade design

270

271 **Commissioner Kite** added we should use this resource for a promenade or  
272 another viable project.

273

274 **Chairman Manfredi** noted if something generates a special interest there should  
275 be a mechanism to move them forward. We do not want to say I'm sorry we  
276 have to wait until June of 2015.

277

278 **Director Gallina** recapped additional recommendations:

279

- Explore City and Caltrans excess right of way.
- Break up parking improvement into temporary and permanent solutions

280

281

282 **Chairman Manfredi** reiterated let's get things done. Refrain from discussion  
283 about no money and express a positive attitude, we can do something.

284

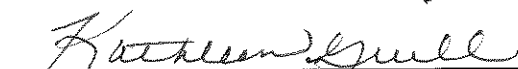
285 **Commissioner Kite** reminded we can leverage our funds with other programs.

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Kathleen Guill,  
Secretary to the Planning Commission

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